Dodge County, State of Wisconsin Information Technology

Wednesday, February 20, 2013

Minutes of the Wednesday, February 20, 2013 Information Technology meeting held in the Dodge County Administration Building, in room 1A on the first floor at 6:00 PM.

Members Present:

Duchac, Bobholz, Houchin, Maly

Members Excused:

Schwartz

Also Present:

Ruth M. Otto, Director of Information Technology, Jim Mielke, County

Administrator

Meeting called to order at 6:00 PM by Chair Duchac

Committee Chair Duchac acknowledges that sufficient members of the Information Technology Committee are present and therefore there is quorum at start of meeting.

Committee Chair Duchac confirms compliance with open meetings law following brief posting report by IT Manager.

Motion by Maly, seconded by Houchin, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public comments.

Maly requested the cell phone policy of the County be reviewed at the next IT Committee meeting. She asked that this policy be discussed, specifically the ownership of cell phone numbers.

Motion by Houchin, seconded by Maly, to approve minutes from Wednesday, January 23, 2013 of the Information Technology Committee meeting. Motion carried.

Under the IT Director's report the following were summarized and reviewed:

- Finance Committee approval for carryover and re-appropriation of 2012 funds
- New World Application / Sherriff update on how meeting with outside agencies went
- Court sound system upgrade almost complete with final court.
- Kronos in HS going through testing. Setting up a sub-committee to uncover needs for Time Tracking
- Assembled a requirements document for Finance AP/auto bill
- Website advised to add a notice on the old site when the new site will be live (4/1//13).
 Discussed how to avoid people from getting lost on the new site IT will assist people.
- Smartphone update discussed the need to share with the managers how to move forward.

• Social Media – discussed the need to set up a committee to better understand what the County needs to move forward with Social media. Houchin provided some recommendations to consider as the committee assembles.

Consideration for IT Purchases and Procurement of Services:

- 1) Motion by James, seconded by Bobholz to approve renewal of VistaPoint maintenance in the amount of \$1531.80. This is 2013 budget item #44 (BU 1811.5249). Motion carried.
- 2) Motion by James, seconded by Bobholz to approve endpoint support renewal for Trend Micro in the amount of \$2968.75. This is a 2013 budget item #22 (BU #1811.5249) for \$4800.
- 3) Motion by James, seconded by Bobholz to approve maintenance/support for Call Accounting in the amount of \$3233.00. This is a 2013 budget item #177 (BU #1821.5249) for \$3233
- 4) Motion by James, seconded by Bobholz to approve SaaS renewal for McAfee Web and Email Protection in the amount of \$9488.40. This is a 2013 budget item #43 (BU #1811.5249) for \$8351.

Suggested next committee meeting date: Wednesday, March 20, 2013 at 6:00 pm in room 1A of the 1st floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Motion made by Maly, seconded by Bobholz to adjourn the meeting. Meeting adjourned by Chair Jeff Duchac at 7:17 pm. Motion carried.

James Houchin, Secretary

Date